

## Minutes for January 2022

The Hand County Library Board of Trustees met on Monday, January 24, 2022, at 4:00 p.m. in the Historical Room of the Hand County Library.

Members present: Chairman Andrea Fiala, Trustees Mike Anglin, Mike Donlin, Gloria Keck, Marianne Peterka, Librarian Mary Breitling

Members absent: None

Motion by Mr. Donlin, seconded by Mrs. Keck, to approve the minutes. Motion carried.

Mary Breitling gave an update on the upcoming activities happening at the library.

National Library Week will be April 3-9, and the theme is "Connect with Your Library". No official plans have been made yet.

The library will be closed on February 21 for Presidents' Day.

The committee assignments were reviewed without changes. Mike Anglin-personnel; Mike Donlin-facilities; Marianne Peterka and Gloria Keck-policy; Andrea Fiala-technology.

Mary Breitling reported she has signed up for the virtual Jumpstart Summer Reading workshop. Hannah Caffee will be signing up as well. Each library will receive a \$50 voucher to use to purchase merchandise for the program.

Lenny Fischer has replaced the water spicket on the east side of the library. He will be coming back in the spring to finish some cement work needed to complete the project.

The electricity has been added to the west handicap doors so they are fully functional. The grant money has also been received so the project is fully completed.

Mary Breitling informed the board of her discussion with the Theresa Whetsel from the Ministerial Association on how to get ahold of a clergy member when an individual stops at the library in need of money for food or a place to stay. The ministerial board has vouchers which were given to the local police to hand out if a minister cannot be contacted. After discussion, the Trustees instructed Mary to talk with local law enforcement to help with a plan.

The next Board meeting will be held on Thursday, February 24, 2022, at 4:00 p.m.

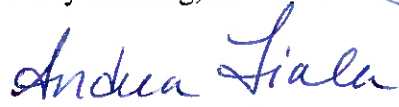
Motion was made by Mr. Anglin, seconded by Mrs. Peterka, to approve the bills. Motion carried.

A & B Business Solutions	#(426) Copier Contract	\$ 61.06
Bob's Disposal	#(428) garbage services	\$ 21.00
Bob's Gas	#(426) propane	\$ 526.50
Hughes Electric	#(425) electrical work	\$ 365.52
Ingram	#(426) Books	\$ 464.72
City of Miller	#(428) utilities	\$ 358.87
Venture Communications	#(428) wifi and email	\$ 150.67

Mary Breitling	#(410) salary	\$ 1821.99
Hannah Caffee	#(410) salary	\$ 156.60
Ray Caffee	#(410) salary	\$ 136.48
Debra Munger	#(410) salary	\$ 642.06
Connie Schroeder	#(410) salary	\$ 657.72

Meeting adjourned.

  
Mary Breitling, Librarian

  
Andrea Fiala, Library Board Chairman

# Financial Statement

January-22

## CIRCULATION

Children Nonfiction	43
Student Fiction	91
Juvenile Fiction	111
<b>TOTAL</b>	<b>245</b>

Adult Nonfiction	35.5
Adult Fiction	269.5
<b>TOTAL</b>	<b>305</b>

Audiobooks	11
Cassette Tapes	0
Computer	104
DVD	56
Kits	2
OverDrive Audiobooks	179
Overdrive ebooks	130
Renewals	248
Uncataloged Items	0
Video Tapes	1

Total circulation for	2022	1281
	2021	1033
	2020	1631
	2019	1282

January-22

Reference Questions	43
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Patrons In	2022	328
	2021	114
	2020	466
	2019	470

Balance January 1, 2022	\$	80,915.00
Disbursements	\$	(3,826.76)
Balance January 31, 2022	\$	77,088.24

PETTY CASH

Balance January 1, 2022	\$	661.97
Receipts:		
Donation can	\$	77.50
Copier/printer	\$	23.25
	\$	762.72

Disbursements:

(DATE)	NAME	CK NUMBER		
1/3/2022	Miller C & C	2710	\$	50.00
1/19/2022	Ace	2711	\$	69.92
1/31/2022	Miller Press	2712	\$	50.00
1/31/2022	Cash/postage	2713	\$	34.53
			\$	204.45
Balance January 31, 2022			\$	558.27

Memorial fund balance January 1, 2022	\$	31,834.55
1/3/2022 Del Van Zee Memorial	\$	100.00

Memorial fund balance January 31, 2022	\$	31,934.55
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Gift fund balance January 1, 2022	\$	2,646.69
1/18/2022 Polly Shoe Store CD rack donation	\$	100.00
Gift fund balance January 31, 2022	\$	2,746.69

Franklin Templeton Fund as of January 31, 2022	\$	13,259.51
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Elizabeth McKay Hermann & Wilford Hermann Memorial Fund Securities as of January 31, 2022	\$	73,990.52
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